SW Area Training Committee Meeting Minutes
August 17th, 2017 Conference Call

Attendees: Heather Gonzalez (CWZ), Jeff Walther (NAZ), Tiffany Fralie (PEZ), Rita Booth (WMZ), Teresa Rigby (NM BLM), Koreena Haynes (AZ BLM), Cindy Matthews (Prescott Cache), Tony Sciacca (AWIMA), Jake Nuttall (RO), Ryan Myers (RO)

August 17th, 2017 Agenda

- **Training Needs Assessment** – (Ryan) Has gone through the 6 assessments he has received. It is taking some time due to each spreadsheet being different. Will have something out to the zone training reps shortly.
- **Training Courses** – (Jake) Zones need to be thinking of training plans due to TNA being out last this year. Each zone representative will in the future have access to a training website that can be updated by zone and include 200-400 level courses.
- **Priority Trainee Program** – (Jake) Some zones are getting more out of the program than others. 30 taskbooks signed off so far this year. Still having challenges with people showing available national and they are in fact not available for assignments. Looking at continuing to develop the program and develop individuals in the SWA to be able to run the Priority Trainee Program and assist at SWCC during busy seasons on the Overhead desk. They would also work with Training Specialists on Incident Management Teams and Expanded Dispatch.

Round Robin

- SEZ – Waiting on results from TNA to create training schedule.
- ABZ – No report.
- CWZ – Heather Gonzalez will be on detail as Tonto Training officer.
- GLZ – No report.
- NAZ – Creating local zone training calendar, will be out in the next month or two for Fall/Spring. Will be hosting D-311 and D-312 in February in Tucson. Willing to host any 300/400 level courses.
- PEZ – Creating course list for Feb 2018 SBWFA. Zone has a list of classes 100/200 and possible 300/400 level courses, have bene in contact with Jake.
- TAZ – No report
- SNZ – No report
- WMZ - No report
- RO-BIA – No report
- NM BLM – S-203 course, was wondering if there are any courses going on. Has some folks who need the class.
- AZ BLM – Sent in the training needs analysis, was working to reach out to FS folks on putting on a prevention academy. Ordered all the books for the courses. Working on a venue for LFML and L- 580 for Jake.
- AZ State – Susan Burger is the supervisory training specialist. Would like to add her to the mailing list.
- GATR – GATR meeting in Prescott Nov 6-9, and will discuss the priority training program. Will be sending out a list of courses. Changes in LFML and M-581 and M-582 courses. LFML will become M-581. Need to look at future ATGS folks within your Zones. Looking at where to host an ATGS

course based on need. RX-410 will be hosted in NM and AZ, for a total of 2 sessions. SWA will be hosting a Hospital and Liaison Course which is tiered off the You Will Not Stand Alone course. S-420 will be held February in Glendale, AZ. M-410 will have 2 sessions. Looking to host ROSS and COGNOS Class.

- SBWFA – No report.
- AWIMA – Will have schedule out next week for the academy. Tentative funding commitment for L-380 from AZ State Forestry. Also still willing to host a Smoke Management Course. Website under construction as company for payment has been sold. Check-In will change as well as new things for instructors.
- Prescott Cache – Sent the Training needs analysis to Glenda, Prescott Fire Center is available to host courses as needed.

NEXTCONFRENCE CALL

September 21ˢᵗ, 2017

1000 am NM Time / 0900 AZ Time

Phone number: 1-888-844-9904

Password: 4990680

SWATC Action Items

The following is the updated SWATC Action Item and Assignment List. Completed Action Items have been removed.

Topic	Action Needed	Responsibility	Date
Training Needs Analysis	▪ Training Needs Assessment completed and returned to Ryan Myers	▪ Myers	▪ June 8th
300/400 Course Cadre List	▪ Establish a working excel document for the SWATC to track Lead/Unit Cadre members for 300/400 level courses and specialty courses as identified.	▪ Fralie/All	▪ Ongoing
Zone Training Websites	▪ Looking at providing a way for Zones to put their training on the SWA Training Website.	▪ Nuttall	▪ Ongoing